

the sampling team as information for personnel in charge of transport. A transport log has been drawn up and is shown as annex 3 to this report.

2.7 Sample handling in the laboratory

When the samples arrive at the laboratory, they should be treated in such a way that all information contained in the samples remains intact until the final analysis. This means that the following instructions should be followed:

- Upon arrival at the laboratory, the samples should be stored in a safe and tamper-proof place. Solid samples should be stored in a freezer at -20°C or lower and liquid samples preferably at $+4^{\circ}\text{C}$ in a refrigerator. Biological samples (including body liquids) should also be stored in a freezer, but serum or plasma should be separated from the blood samples before storage. The analyses should be carried out as soon as possible. If re-coding is necessary, all information given on the sample documentation form and in the transport log should be linked with the new coding.
- Before the main sample is split into sub-samples, it should be properly homogenized. Dry particulate samples such as sand or dry soil should be homogenized by shaking for three minutes in a shaking machine, while a mortar should be used for wet particulate samples. Other solid samples like concrete may, if necessary, be crushed into small pieces with a mortar. Since chemical warfare agents do not penetrate far into the material, the outer part of the sample is of most importance. Clothing, leather and polymers should be divided into sub-samples with a knife or scissors, and liquid samples well mixed before splitting.
- The extraction of the samples should be carried out in accordance with the recommended operating procedures for each sample material.